



# ***DC Connection***



Issue No. 27

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## ASN(FM&C) and USC(C) Awards Programs

**T**he Assistant Secretary of the Navy (Financial Management and Comptroller Awards Program and the Under Secretary of Defense (Comptroller) Financial Management Awards Program recognize military members and civilian employees for significant contributions to the improvement of Department of Defense and Department of the Navy financial management.

SECNAV Instruction 5305.3 and SECNAV Instruction 7000.10 describe the Assistant Secretary of the Navy (Financial Management and Comptroller) Awards Program, specify award criteria, describe the nominating procedures, and contain the application forms. All nominations are due by 3 December 1999. SECNAV Instruction 7000.10 issues policy and procedures to implement the Under Secretary of Defense (Comptroller) Awards Program. Nominations are due by 29 February 2000. Both instructions can be downloaded from the following Web Site:

<http://neds.nebt.daps.mil>

Nominations for the Assistant Secretary of the Navy (Financial Management and Comptroller) Awards Program and the Under Secretary of Defense (Comptroller) Financial Management Awards Program should be submitted to Director, Naval Financial Management Career Center, 153 Ellyson Avenue, Suite A, Pensacola, FL 32508-5245.

For additional information, you may  
contact Ms. Janice Travis at DSN  
922-3977 or (850)452-3977.

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Army Comptrollership Program (ACP)

For Civilian Employees

Class of 2001

Syracuse University (SU)

The ACP at Syracuse University is a 14-month program delivered in three semesters and one summer session that results in a Master of Business Administration degree from the Syracuse University School of Management. Classes begin June 2000 and graduation is August 2001. Costs, which are to be funded by the nominating activity, include approximately \$27,000.00 for tuition, books and fees; approximately \$1,500.00 monthly per diem for 14 months, and travel expenses. The period of training and costs incurred span four months in FY 00 and 10 months in FY 01.

The ACP offers a unique opportunity to enhance the skills of highly motivated Department of the Navy employees. The combination of graduate education in financial management subjects and Defense issues will prepare employees to make important contributions to the Department of the Navy in an evolving joint-service environment.

Minimum qualifications for attendance include: Grade GS-11 through GS-13; a minimum score of 500 and/or ranking at the 55th percentile on Graduate Management Admissions Test; employees with graduate degrees may be nominated, but must clearly show how their ACP attendance would be of benefit; at least five years total



For additional information, you may contact Ms. Janice Travis at DSN 922-3977, or (850)452-3977.

U.S. Government service; at least three years financial management experience; secret clearance; spend at least 50 percent of their time in direct support of resource management; computer literate, familiar with packages related to word processing, spreadsheets, graphics, and the Microsoft Excel data base; possess a foundation in mathematical concepts and skills; and basic understanding of financial accounting principles.

Two sets of documents are needed to apply for the ACP: (1) an in-house nomination packet and (2) a Syracuse University enrollment application packet. Nomination requirements are outlined in the enclosure to the PDASN(FM&C) letter Subj: ARMY COMPTROLLERSHIP PROGRAM (ACP) FOR CIVILIAN EMPLOYEES, CLASS OF 2001, SYRACUSE UNIVERSITY (SU) 5295 dated June 16, 1999.

Complete in-house packets must be received by 14 Jan 00. In-house nomination packets are submitted via the chain of command to: Director, Naval Financial Management Career Center, 153 Ellyson Avenue, Suite A, Pensacola, FL 32508-5245. SU application packets are due 01 Feb 00 at the SU Army Programs Office, 2222 School of Management, Syracuse, NY 13244-2130.

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## CNO & CNR Issue FY 2000 PBAS Electronic Fund Authorizations to Navy Commands Starting 1 October 1999

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**As...** the new millennium begins, Navy financial managers move to a world where electronic fund authorization documents are sent directly to their personal computer. This innovation is the result of two Department initiatives. The first initiative is to create *Chief Financial Officer (CFO) Act* compliant financial systems and improve financial management and accountability. The second initiative is to move to a paperless environment made possible through instant telecommunications. The days of typing fund authorizations, manually signing documents, mailing copies, and waiting for faxes will soon be history. Immediately after approval, fund authorizations can be available worldwide.

**The** Department of the Navy Program Budget Accounting System (DON PBAS) was implemented at the Department level at OASN(FM&C) on 1 October 1998. The system performed well and is being expanded to include the Navy intermediate commands on 1 October 1999. DON PBAS will be used for funds control and distribution for FY 2000 appropriations from the CNO(N82) and the Chief of Naval Research (CNR) to Navy commands for all appropriations effective 1 October 1999.

FY 1999 and prior year unexpired appropriations—procurement, research and development, and construction—will be issued in DON PBAS starting about 1 Nov 1999. Navy commands will continue to receive funding authorizations produced from the CNO Navy Headquarters Budget System (NHBS) and CNR Budget Allocation System (BAS) for these accounts until that time.

The new DON PBAS funds distribution module for Level 2 (CNO and CNR) funds distribution to Level 3 (the commands) will incorporate a series of complex interfaces to transfer data from the NHBS and the BAS to DON

PBAS. This interface procedure was tested with NHBS and BAS funding data sent through a PBAS validation edit.

The PBAS validation interface process was tested for six weeks and test fund authorizations were sent to seven commands. Commands that participated were LANTFLT, NAVSEA, NAVAIR, SPAWAR, NAVFAC, NAVPERS and the CNR Headquarters. The DON PBAS Level 2 to 3 funds distribution module became operational on 20 September 1999.

CNR (Code 08) will provide RDT&EN fund authorization documents to Navy commands and to two Marine Corps organizations—the Marine Corps Systems Command at Quantico and the Marine Corps Program Executive Office at Woodbridge.

CNO(N82) and CNR will continue to issue NHBS and BAS documents to provide supplemental management information to the commands. Command comptrollers are requested to report any discrepancy between the PBAS fund authorization document available budget authority and the NHBS or BAS supplemental management information.

**One** frequently asked question is, *How do command personnel obtain access to PBAS?* Answer: Each command appoints an area security officer called *The Area Security Officer (TASO)*. The TASO has application forms which designated individuals can complete and fax to DFAS Indianapolis. Each user will receive a user identification code and password.

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Address DON PBAS system operations questions to Mr. Kevin Gormley, FMB-5, at (202)685-6712, or DSN 325-6712. Specific questions on fund authorization documents should be referred to Mr. John Frey, CNO (Code N823) at DSN 224-5343, or (703)614-5343, or Ms. Mary Jane Miller, CNR (Code 08) at DSN 426-4280, or (703)696-4280.

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**Naval Financial Management Career Center  
FY 2000  
Entry-Level Course Calendar**

**Principles of Navy Budgeting (PNB)**

07-09 Dec 99	Patuxent River MD _____	(E)
11-13 Jan 00	Norfolk VA _____	(E)
08-10 Feb 00	Washington DC _____	(E)
18-20 Apr 00	Pensacola FL _____	(E)
16-18 May 00	Pt Mugu CA _____	(W)
11-13 Jul 00	San Diego CA _____	(W)
18-20 Jul 00	Patuxent River MD _____	(E)
05-07 Sep 00	Jacksonville FL _____	(E)

**Introduction to Navy Working Capital Fund (Intro NWCF)**

16-18 Nov 99	Jacksonville FL _____	(E)
16-18 Nov 99	San Diego CA _____	(W)
15-17 Feb 00	Patuxent River MD _____	(E)
28-30 Mar 00	Pensacola FL _____	(E)
23-25 May 00	Patuxent River MD _____	(E)
25-27 Jul 00	Washington DC _____	(E)
08-10 Aug 00	Norfolk VA _____	(E)

**Introduction to Navy Financial & Managerial Accounting (FMA)**

07-09 Dec 99	Washington DC _____	(E)
11-13 Jan 00	Pt Mugu CA _____	(W)
25-27 Jan 00	Patuxent River MD _____	(E)
08-10 Feb 00	San Diego CA _____	(W)
16-18 May 00	Jacksonville FL _____	(E)
20-22 Jun 00	Patuxent River MD _____	(E)

*To register for the classes listed in this calendar, complete the appropriate Entry Level Nomination Form and Fax it to NFMC:  
DSN 922-3821 or (850)452-3821*

*For additional information, contact the Course Coordinator listed below, or visit the NFMC Web Site:*

<http://www.fma.hq.navy.mil/nfmc/nfmc.htm>

Course	Coordinator	DSN	CM	E-mail
FMA	Sandi Palmer	922-3972	(850)452-3972	palmer.sandi@nfmc.navy.mil
PNB	Kendall Roose	922-3977	(850)452-3972	roose.kendall@nfmc.navy.mil
Intro NWCF	Ace DuBose	922-3972	(850)452-3972	dubose.ace@nfmc.navy.mil

**CFMTP Recruitment Cycle Begins**

The Naval Financial Management Career Center (NFMC) recently notified DON major commands of the FY 2000 recruitment cycle for the Centralized Financial Management Trainee Program (CFMTP). Recruitment is based upon the requirements submitted by major commands on behalf of their command/activity comptrollers.

Requirements should be prioritized by the major claimant and submitted using the *Centralized Financial Management Trainee Request Form* to the Director, NFMC, by 4 Nov 1999. Prospective trainees are interviewed in March, selection of eligible candidates conducted in April 2000, and selected trainees report in May, June, and July 2000.

Questions concerning the CFMTP, requirement identification, recruitment and selection, or the initial grade level can be answered by Patricia Cain at DSN 922-3786, (850)452-3786, or

cain.patricia@nfmc.navy.mil



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E-mail Address \_\_\_\_\_

# Copies Required \_\_\_\_\_ Do you have Internet access? ☐ Yes ☐ No*Submit this subscription form as follows:**NFMC Mail*

153 Ellyson Avenue, Suite A  
Pensacola, FL 32508-5245

*NFMC Fax*

DSN 922-3821/3903  
(850)452-3821/3903

*E-Mail**(include all required information)*

lewis.bonnie@nfmc.navy.mil  
or nfmc@nfmc.navy.mil

The *DC Connection* is published by the Naval Financial Management Career Center (NFMC) for the OASN(FM&C), to impart information of current interest to the DON financial management community. It is distributed automatically to the mailing list used to distribute the *Navy Comptroller*. To subscribe, or change subscription information, use the Subscriber Form included in this issue. The POC for questions and comments is the Editor, Bonnie F. Lewis, DSN 922-3962 or (850)452-3962, Fax DSN 922-3821 or (850)452-3821, or e-mail **lewis.bonnie@nfmcc.navy.mil** or the general mailbox **nfmcc@nfmcc.navy.mil**